

HAMPSTEAD PLANNING & ZONING COMMISSION
MINUTES
January 27, 2021

The Hampstead Planning & Zoning Commission met on Wednesday, January 27, 2021. Commission Chair Sharon Callahan called the meeting to order at 7:00 p.m. The following Commission Members were present Diane Barrett, Kevin Malinowski, Lou Konior and Deborah Painter. Staff Members present were: Zoning Administrator, Tammi Ledley; Assistant Zoning Administrator, Jim Roark; and Hampstead Police Chief, David Snyder. Price Wagoner, the Carroll County Department of Planning liaison to Hampstead was absent.

Guests present: Tony Ogden, Karl Mauck and Cole Brown.

Minutes Approval

Commission Member Deborah Painter made **a motion to approve the December 23, 2020 meeting minutes as presented**. Commission Member Diane Barrett seconded the motion. The motion passed with four votes for, no votes against and no abstentions.

Business:

Zoning Administrator, Tammi Ledley gave a report to the Commission on the Main Street Revitalization project. C.J. Miller was out flushing the new storm water inlets on Main Street. They removed the old traffic pole foundations on Gill Avenue and North Woods Trail. Verizon was on site to replace a declining utility pole on the southern section of Main Street in front of BoMark. There are four poles in the Gill Avenue area that need to be replaced. That is currently being engineered. The Verizon lines on Main Street need to be tightened so they do not hang lower than the new light posts. This work has not been scheduled yet. C.J. Miller will begin working on concrete punch list items when they complete the inlet work. Examples of this work will be replacing damaged concrete, correcting ADA compliance issues, sealing the joints in sidewalks, and addressing the Town's concerns about the issues with the curb boxes. State Highway Administration has approved substantial completion on the Main Street project. The project still needs to be finalized and accepted. At that point we will start working on the transfer of the road from State Highway to the Town of Hampstead.

Mrs. Callahan initiated the discussion on **Approval of Temporary Use Permit – Hampstead Volunteer Fire Department – 1341 N. Main Street**. Cole Brown, with Hampstead Volunteer Fire Company, introduced himself. The Fire Company is requesting the approval of up to three sea containers to be used as temporary storage during the construction of their new buildings.

Mrs. Painter made a **motion for the Approval of Temporary Use Permit to begin March 2021 through March 2024 – Hampstead Volunteer Fire Department – 1341 N. Main Street**. Ms. Barrett seconded the motion. The motion passed with four votes for, no votes against and no abstentions.

Mrs. Callahan initiated the **Introduction of Final Plans – Dollar General – 834 S. Main Street**. The plans were presented.

Mrs. Callahan initiated the discussion on the **2020 Hampstead Community Comprehensive Plan Discussion – Chapter 12**. This chapter focuses on Interjurisdictional Coordination and Communication.

Price Wagoner, the Carroll County Department of Planning liaison to Hampstead, was absent. Zoning Administrator Tammi Ledley gave the update on his behalf. The Board of County Commissioners completed its review of the commercial, industrial and employment campus districts in 2019, and the new text for these zoning categories went into effect in December. Applications were taken through February 7, 2020 to rezone properties to the new zoning categories. The Planning Commission considered the 29 applications from July through early October and transmitted their recommendations to the Board of County Commissioners. The Board has held a Listening Session, conducted six work sessions, held a Public Hearing on December 3rd and has taken provisional votes on all the properties. A final vote will be scheduled. Applications were accepted for residential properties that have a consistent future land use with the adopted plans during the month of August. Two property owners in the Eldersburg area applied for a zoning change, and these applications were given a favorable recommendation by the Planning Commission. All towns will be kept informed of the properties in their immediate vicinities as the process moves forward. Staff also continues to work on updates to the residential and agricultural zoning district texts.

The primary source for information is the website: www.carrollrezoning.org.

Regarding Spring Amendment to the 2021 Carroll County Water and Sewer Master Plan. Planning is beginning the Spring Amendment process, the deadline to submit an amendment for the 2021 Spring cycle is **February 1, 2021**. Should Hampstead need to amend any portion of the Plan pertaining to us, we will need to review the Amendment procedures and forward an application to County Staff.

Other Business:

None.

Public Comment:

None.

Commission Member Kevin Malinowski made **a motion to adjourn**. Commission Member Deborah Painter seconded the motion. The motion passed with four votes for, no votes against and no abstentions.

ATTEST _____ CHAIR _____